

**Bassendean Local Emergency Management Committee
Wednesday, 7 December 2022 Attachments**

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TOWN OF BASSENDEAN

MINUTES

BASSENDEAN LOCAL EMERGENCY MANAGEMENT COMMITTEE

HELD IN THE COUNCIL CHAMBER, 48 OLD PERTH ROAD, BASSENDEAN
ON WEDNESDAY 14 SEPTEMBER 2022, AT 3.30PM

1 Declaration Of Opening; Acknowledgment of Country; Acknowledgment of Visitors; Disclaimer

The Presiding Member declared the meeting open, welcomed all those in attendance and acknowledged the past and present traditional owners and custodians of the land on which the meeting was held.

2 Announcements by the Presiding Member without Discussion

The Presiding Member referred to the recent incident of the lady with a pram being assaulted and the use of CCTV footage as a useful surveillance tool.

3 Attendances, Apologies and Leave of Absence

Members

Cr Paul Poliwka, Presiding Member
Cr Tallan Ames
Chris Kin-Maung, DFES, Metropolitan North East Operations
Mark Melvin, Bassendean SES
Ryan Hamblion, Department of Communities
Joanne Bennett, Department of Communities
Luke Gibson, Director Community Planning

Officers

John Lane, Emergency Management Officer
Quinta La Rosa, District Emergency Management Advisor
Jeff Somes, Environmental Health Officer
Amy Holmes, Minute Secretary

Apologies

Senior Sergeant Luke Collins, Kiara Police Station
Sharna Merritt, Senior Ranger
Steve Blackford, SES

4 Declarations of Interest

Nil

5 Presentations or Deputations

Nil

6 Confirmation of Minutes

6.1 Minutes of the Bassendean Local Emergency Management Committee meeting held on 8 June 2022	
Attachments	1. BLEMC Minutes 8 June 2022 [6.1.1 - 5 pages]

Committee/Officer Recommendation – Item 6.1

MOVED Mark Melvin, Seconded Chris Kin-Maung, that the minutes of the BLEMC meeting held on 8 June 2022, be confirmed as a true record.

CARRIED UNANIMOUSLY 8/0

7 Business Deferred from Previous Meeting

Nil

8 Reports

8.1 Metropolitan North & East Recovery Group	
Attachments	Nil

The Metropolitan North & East Recovery Group met on 11 May to discuss the current agreement. The agreement is currently under review by all signatory local governments. The review process has now been concluded and the final document will shortly be distributed to member local governments for final agreement. A meeting has been scheduled for 28 September.

The document is now clearer with better explanation of what it means particularly where LG's are being called to supply staff and resources. Document will be included with the minutes.

Committee/Officer Recommendation – Item 8.1

BLEMC – 1/09/22

MOVED Quinta La Rosa, Seconded Ryan Hamblion, that the report of the Metropolitan North & East Recovery Group be received.

CARRIED UNANIMOUSLY 8/0

8.2 Joint LEMC proposal between the City of Bayswater and the Town of Bassendean	
Attachments	Nil

Preliminary discussions have taken place between the City of Bayswater and the Town of Bassendean with a view of strengthening the current emergency management cooperation through the formation of a joint LEMC.

Both LG's are closely linked through the recovery agreement and carry out exercises together. Other LG's have gone through the process of amalgamating their LEMC's. John Lane has prepared a discussion paper which is now with Eric Graham Emergency Management Officer at the City of Bayswater. Proposal will need to be supported by this committee, presented to Council for endorsement and approved by the State Emergency Management Committee. Expected to be a 12 month process.

Committee/Officer Recommendation – Item 8.2

BLEMC – 2/09/22

MOVED Cr Poliwka, Seconded Luke Gibson, that the report of the Executive Officer be noted and further that the BLEMC membership is in agreement to proceed with the amalgamation discussion.

CARRIED UNANIMOUSLY 8/0

8.3 Review of the Town of Bassendean LEMA	
Attachments	Nil

Following the joint recovery exercise between the City of Bayswater and the Town of Bassendean, several areas of inaccuracy were discovered in the LEMA documents. These issues have now been reviewed and resolved. The current version of the LEMA is Version 3.0.

The Town of Bassendean has been invited to participate in the State Emergency Management Committee LEMA Review process, to take place via a series of workshops during September.

Committee/Officer Recommendation – Item 8.3

BLEMC – 3/09/22

MOVED Ryan Hamblion, Seconded Cr Ames, that the LEMA report be received.

CARRIED UNANIMOUSLY 8/0

8.4	Emergency Management Agency Reports
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Attachments	Nil
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District Emergency Management Advisor

Quinta La Rosa spoke on her report - to be included with minutes.

Local Welfare Committee

Ryan Hamblion advised that LG staff are encouraged to attend evacuation centre training sessions.

Committee/Officer Recommendation – Item 8.4

BLEMC – 4/09/22

MOVED Luke Gibson, Seconded Cr Ames, that the Emergency Management Agency Reports be received.

CARRIED UNANIMOUSLY 8/0

8.5	Post Incident Report and Post Exercise Reports
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Attachments	Nil
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Nothing to report.

8.6	Contact Details and Key Holders
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Attachments	Nil
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Contact details were circulated at the meeting for any update requirements.

Committee/Officer Recommendation – Item 8.6

BLEMC – 5/09/22

MOVED Cr Poliwka, Seconded Cr Ames, that the Committee members' contact details be confirmed, as amended.

CARRIED UNANIMOUSLY 8/0

8.7 Preparedness, Prevention, Response and Recovery Issues

Attachments

Nil

Jeff Somes – Bassendean Hotel will be reopening shortly. Health Officers going through required certification process relating to public building health requirements.

Chris Kin-Maung – change to Australian fire danger ratings. 6 levels down to 4 levels. Moderate/High/Extreme/Catastrophic - determined by fire behaviour.

Luke Gibson on behalf of the Town's Rangers – Initial Fuel Load Notices have been sent with the 2022/23 Rates Notices. Internal administrative and advertising preparations have also been drafted. Rangers have begun inspections of the Town to identify properties that may require a secondary notice to be sent in early October to ensure compliance.

Committee/Officer Recommendation – Item 8.7 **BLEMC – 6/09/22**

MOVED Cr Poliwka, Seconded Cr Ames, that Preparedness, Prevention, Response and Recovery Issues raised, be received.

CARRIED UNANIMOUSLY 8/0

9 Motions of Which Previous Notice Has Been Given

Nil

10 Announcements of Notices of Motion for the Next Meeting

Nil

11 Confidential Business

Nil

12 Closure

The next Bassendean Local Emergency Management Committee will be held on Wednesday 30 November 2022, commencing at 3.30pm.

Ryan Hamblion will provide a presentation on the Department of Communities.

There being no further business, the Presiding Member declared the meeting closed, the time being 4.30pm.

**TOWN OF BASSENDEAN
LOCAL EMERGENCY MANAGEMENT COMMITTEE
DISTRICT EMERGENCY MANAGEMENT ADVISOR REPORT
30 NOVEMBER 2022**

STATE NEWS

STATE CONSULTATION REQUESTS

State EM Policy section 5.12 – Funding for Emergency Responses

A sector led working group has completed a review of 'State EM Policy section 5.12 – Funding for Emergency Responses'. The DFES State EM Policy branch is now seeking your feedback on the proposed amendments to the State EM Policy prior to requesting the endorsement and approval from the SEMC Response Capability Subcommittee and the State Emergency Management Committee.

On the State Emergency Management Policy Branch [Consultation Homepage](https://dfes.mysocialpinpoint.com.au/stateempolicysection512) you can view all current consultations, including the State EM Policy section 5.12, <https://dfes.mysocialpinpoint.com.au/stateempolicysection512>

On this page you will be able to:

- View information about the consultation process
- Download and view the proposed amendments
- Submit your feedback

Please submit your feedback by COB Tuesday 13 December 2022.

AMENDMENTS TO STATE EMERGENCY MANAGEMENT DOCUMENTS

There are several amendments that have been approved by the State Emergency Management Committee to the suite of State Emergency Management Documents including:

- The **WA Community Evacuation in Emergencies Guideline** redesign and statement of fact amendments. This also includes statement of fact amendments to word versions of Appendix B (Emergency Evacuation Planning Template) and Appendix C (Operational Evacuation Plan Template).
- The revocation and removal of **All-Hazards Evacuation Flagging Guideline**.
- The removal of Evacuation Flagging from State EM Plan section 5.3.2.
- The revised **Traffic Management During Emergencies Guidelines**. This includes updated word versions of the Traffic Management Checklists and Templates and revised Traffic Management Aide Memoire.
- Statement of fact amendments were made to the State Support Plan – Emergency Public Information to add St John Ambulance to the response responsibilities for this Plan.

Full details of these changes can be found on the amendments page on the SEMC website.

SEMC STRATEGIC PLAN 2022-2025



At its October meeting the SEMC endorsed an updated Strategic Plan. The plan builds on the previous plan and is now inclusive of climate change. This plan will inform the SEMC subcommittee and DEMC/LEMC review.

SEMC CAPABILITY FRAMEWORK REVIEW – LG SURVEY AND WORKSHOP

The DFES State Capability Team on behalf of the State Emergency Management Committee is undertaking a review of the of the capability framework, the capability survey, and its associated data products. The purpose of this review is to ensure the capability framework and products are:

- fit-for-purpose in driving improved EM planning and preparedness
- relevant to stakeholders' EM needs
- consistent with emergency management best practice

Items included in this review:

- Capability Framework
- Annual and Preparedness Capability Survey
- Capability Summary Reports

DEMC AND LEMC REVIEW

At its August meeting the SEMC endorsed the proposed project scopes to review the local and district committee structure. The objectives of the review are to:

- Establish clear roles, responsibilities, functions, and governance for DEMCs and LEMCs so they can achieve the strategic objectives of SEMC.
- Identify improvements to the governance arrangements and capabilities that will increase effective and efficient management outcomes.
- Create a shared understanding of the SEMC expectations of DEMCs and LEMCs.

SEMC WEBSITE HAS A NEW HOME

The SEMC website has successfully transitioned to the WA.gov domain in line with State Government policy. The Office of Digital Government has established the WA.gov domain as a whole-of-government portal which aims to make it easier for people to find and access government services and information.

You can now find all SEMC related information at <https://www.wa.gov.au/organisation/state-emergency-management-committee>

For key emergency management documents please head to the 'State Emergency Management Framework' section <https://www.wa.gov.au/organisation/state-emergency-management-committee/state-emergency-management-framework>

Please note that while the semc.wa.gov.au home page will now redirect you to the new page, if you have direct links saved for other pages (such as the EM Policy documents) they will not work as expected and will need to be resaved to the new format. Links within documents are not yet updated and will be updated in due course.

The SEMC Business Unit are working hard to complete the transition as quickly as possible and they thank you for your patience while this is finalised. Please let them know at info@semc.wa.gov.au if you come across anything that's not as you expect.

DISTRICT NEWS

DISTRICT EMERGENCY MANAGEMENT COMMITTEE MEMBERS HANDBOOK

A DEMC Members Handbook has been developed by the DEMC Executive Officers (also the DFES District Emergency Management Advisor's) as an attachment to the State Emergency Management Procedure 3.6 *District Emergency Management*. This handbook is an important reference for members of the District Emergency Management Committee. The DEMC Members Handbook was approved by SEMC at the 4 August 2022 and is available on the SEMC website.

LOCAL NEWS

GRANT PROGRAM UPDATES

The National Disaster Risk Reduction (NDRR) grant program is established under a National Partnership Agreement (NPA) on Disaster Risk Reduction (2019-2024). It seeks to proactively reduce the risk and limit the impact of disasters associated with natural hazards on Western Australian communities and economies. The 2022/23 grant round is progressing, and announcements will be made following the completion of the State and Commonwealth approval process.

The 2022-23 round of the All-West Australians Reducing Emergencies (AWARE) grant program is in the final stages of approval.

The SEMC endorsed a two-year schedule for both grant programs:

Year	2023-24		2024-25	
Program	NDRR	AWARE	NDRR	AWARE
Round Open	24 April 2023	16 August 2023	25 April 2024	16 August 2024
Round Close	29 May 2023	20 September 2023	29 May 2024	20 September 2024
Assessment Anticipated announcement	3 July 2023 September 2023	24 October 2023 January 2024	3 July 2024 September 2024	25 October 2024 January 2025

Further information on the NDRR and AWARE grant programs is available at <https://semc.wa.gov.au/funding>.

Please contact semc.grants@dfes.wa.gov.au for further information on the grant programs.

DISASTER READY FUND

The Australian Government will establish the Disaster Ready Fund (DRF) from 1 July 2023. The DRF will provide up to one billion dollars over the next five years, from 2023/24 to improve Australia's recovery and response capability.

Thousands of Australians face bushfires, floods and cyclones every year. The DRF will curb the devastating impacts of natural hazards by investing in important disaster prevention projects. Projects will include direct investment in grey and green-blue infrastructure, for example flood levees, floodways, seawalls, firebreaks, constructed wetlands and reefs. Projects that target systemic risk reduction to improve the quality and impact of the response to future disasters will also be eligible.

The DRF will replace the Emergency Response Fund (ERF), which will terminate on 30 June 2023, subject to the passage of the Emergency Response Fund Amendment (Disaster Ready Fund) Bill 2022, which was introduced into Parliament on 7 September 2022.



The ERF committed \$50 million per year for resilience building measures, while the DRF will commit up to \$200 million for resilience building. This supports shifting the Fund's focus from recovery and repair to disaster prevention. The DRF will complement rather than duplicate the funding available under the Disaster Recovery Funding Arrangements.

The National Emergency Management Agency (NEMA) will collaborate closely with state and territory governments to deliver a set of locally-driven, but nationally significant, projects with states and territories expected to contribute 50 per cent towards the cost of projects

MASTERCLASS: ANIMAL EMERGENCY MANAGEMENT COMPLEXITIES

The Animal emergency management complexities masterclass, consisting of three 90-minute zoom sessions, starts on the 30th of November.

The Animal Emergency Management Masterclass is hosted by Hayley Squance, animal emergency management practitioner, educator and researcher.

SECURE YOUR SPOT HERE: <https://www.eventbrite.co.nz/e/masterclass-animal-emergency-management-complexities-tickets-443009101147>

What will the classes cover?

- Animal emergency management fundamentals and their implications for your organisation
- How to enhance multiagency collaboration in AEM
- Integrating a human-animal-environment approach in AEM

2022-2023 SEMC MEETING SCHEDULE

- 1 December 2022
- 8 March 2023
- 3 May 2023
- 2 August 2023
- 4 October 2023
- 6 December 2023

Complied by:
District Emergency Management Advisor
Metropolitan Operations
Department of Fire and Emergency Services.

